

Minutes of the Regular Meeting of the Honorable Mayor and City Council of the City of Polk City, held in the Council Chambers, 112 Third Street | on Monday, June 22, 2015.

Before the meeting, staff emailed agenda packets to the Mayor and City Council, and posted the agenda, at the City Hall Office. In addition to these published tentative minutes, there also may be additional meeting notes on file with the Polk City staff that are public record and available upon request as provided by law. These tentative minutes reflect all action taken at the meeting

City Council Members Present:

Jason Morse | Mayor
Rob Sarchet | City Council Member
Rob Mordini | City Council Member
Dan Lane | City Council Member
Ron Anderson | City Council Member

Council Members Absent:

Dave Dvorak | Mayor – Pro-Tem

Staff Members Present:

Jennifer Ratcliff | City Clerk
Lindsey Huber | Finance Officer
Mike Schulte | Public Works Director
Jake Schreier | Technology Director
Dan Gubbins | Fire Chief
Matt Aicher | Police Department
Amy Beattie | City Attorney
Kathleen Connor | City Engineer Representative

Staff Members Absent:

Gary Mahannah | City Administrator

1. Call to Order | Jason Morse, Mayor called the meeting to order at 6:30 pm.
2. Roll Call | Morse, Sarchet, Lane, Mordini, and, Anderson | Dvorak - Absent
3. Approval of Agenda

Motion & Second: A motion was made by Anderson and seconded by Sarchet to approve the agenda.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson, and Mordini | Nays: None

4. Audience Items | Discussion from the Audience Lynne Fallis regarding the new developments in Polk City, Pat Morton regarding the water damage on Booth and Washington, and Jenny Mulliany regarding the same.
5. Consent Agenda Items

Motion & Second: A motion was made by Anderson and seconded by Sarchet to approve the June 22, 2015, consent agenda items.

1. Consider motion to approve the City Council Meeting Minutes for June 8, 2015.
2. Consider motion to approve the June 22, 2015, Claims Statement.
3. Consider motion to approve Financial Statement for May 2015
4. Consider motion to receipt and file the Planning and Zoning Meeting Minutes for June 15, 2015.
5. Consider motion to receipt and file the Library Board Meeting Minutes for April 14, 2015.
6. Consider motion to approve the resignation of Mary Kaye Madden of the Polk City Arts Council effective June 30, 2015.
7. Consider motion to approve the amended Grade Step Policy.
8. Consider motion to approve the request by the American Legion to close First Street between Broadway and Van Dorn Street on Saturday, June 27, 2015, to host a motorcycle ride and will use the street for parking. The street would be closed from 8:30 am until 10:00 am and then again from 3:00 pm to 5:30 pm.
9. Consider motion to approve the promotion for the Fire Department of Nick Klatt as a certified EMT, moving him to Grade 4, Step 2, \$12.18 per hour.
10. Consider motion to approve the promotion for the Fire Department of Ryan Moore as a certified EMT, moving him to Grade 4, Step 2, \$12.18 per hour.
11. Consider motion to approve new Firefighter/EMT hire Matt Dose as Part-Time/Paid on Call (POC), at Grade 4, Step 2, \$12.18 per hour.
12. Consider motion to approve Resolution 2015-50 for the Snyder & Associates Invoice for May 2015 for 36,802.50.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson, and Mordini | Nays: None

6. New Business

1. Public Hearing of Ordinance Vacating a Landscaping Easement in Lakeside Plat 3 at 6:30 pm. This was a proposal to vacate a landscaping easement within property legally described as legally follows: A forty foot (40') strip of land to be used for landscaping easement located in the Western 40 feet of Lot 1 all in the official plat of Lakeside Plat 3, now included in and forming a part of the City of Polk City, Polk County, Iowa more particularly shown on said Lakeside Plat 3. The Mayor asked for the date published June 12 and the Mayor asked if there were any written or oral comments for or against the Public Hearing, there were none.

Motion & Second: A motion was made by Anderson and seconded by Sarchet to approve the closing of the Public hearing for the Vacating of a Landscaping Easement in Lakeside Plat 3 at 7:10.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson, and Mordini | Nays: None

2. Consider motion to approve the 1st reading of Ordinance 2015-700 on Vacating a Landscaping Easement in Lakeside Plat 3.

Motion & Second: A motion was made by Mordini and seconded by Lane to approve the 1st reading of Ordinance 2015-700 for the Vacating of a Landscaping Easement in Lakeside Plat 3.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson, and Mordini | Nays: None

- 2A. Consider motion to waive the 2nd and 3rd reading of Ordinance 2015-700 on Vacating a Landscaping Easement in Lakeside Plat 3.

Motion & Second: A motion was made by Mordini and seconded by Lane to approve the waving of the 2nd and 3rd reading of Ordinance 2015-700 on Vacating a Landscaping Easement in Lakeside Plat 3.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Mordini, and Anderson | Nays: None

3. Consider motion to approve 2nd reading of Ordinance 2015- 500 for the for the Rezoning of a Portion of Deer Haven from R-1 to Planned Unit Development (PUD).

Motion & Second: A motion was made by Lane and seconded by Sarchet to approve the 2nd reading of Ordinance 2015-500 for the Rezoning of a Portion of Deer Haven from R-1 to Planned Unit Development (PUD) .

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson and Mordini | Nays: None

- 3A. Consider motion to waive the 3rd reading of Ordinance 2015-500 for the Rezoning of a Portion on Deer Haven from R-1 to Planned Unit Development (PUD).

Motion & Second: A motion was made by Mordini and seconded by Lane to approve the waving of the 3rd reading of Ordinance 2015-500 for the Rezoning of a Portion of Deer Haven from R-1 to Planned Unit Development (PUD).

Motion Carried Unanimously: Ayes: Lane, Sarchet, Mordini, and Anderson | Nays: None

4. Review and findings of the Polk City Water Supply Study by Snyder and Associates.

Discussion on item 4.

5. Consider approval of the Memorandum of Understanding (MOU) with the Des Moines Water Works for an RFP for Regional Water System Master Plan Study involving the City of Ankeny, Des Moines Water Works, and Polk City in the expected amount of \$8,228.84.

Motion & Second: A motion was made by Anderson and seconded by Lane to approve the Memorandum of Understanding (MOU) with the Des Moines Water Works for an RFP for Regional Water

System Master Plan Study involving Ankeny, Des Moines Water Works, and the City of Polk City, in the expected amount of \$8,228.84

Motion Carried Unanimously: Ayes: Lane, Anderson, Sarchet, and Mordini | Nays: None

6. Consider motion to approve the 2nd reading of Ordinance 2015-600 for the Zoning Amendment, which would restrict additional religious facilities from being permitted in the C-2 Zoning District.

Motion & Second: A motion was made by Anderson and seconded by Lane to approve the 2nd reading of Ordinance 2015-600 for the Zoning Amendment which would restrict additional religious facilities from being permitted in the C-2 Zoning District.

Motion Carried: Ayes: Lane, Sarchet, and Anderson | Nays: None | Mordini – Abstained

7. Review, further discussion and option to approve the Polk City Comprehensive Plan Goals and Objectives.

Discussion on item 7; Move the process to the next step.

Motion & Second: A motion was made by Mordini and seconded by Sarchet to approve Resolution 2015-48 for the Washington & Booth Reconstruction Project Pay Application No. 2 in the amount of \$187,934.33

Motion Carried Unanimously: Ayes: Lane, Sarchet, Mordini and Anderson | Nays: None

8. Consider motion to approve the Early Retirement Program and Announcement of Enrollment period of July 1, - August 1, 2015.

Motion & Second: A motion was made by Sarchet and seconded by Anderson to approve the Early Retirement Program and Announcement of the Enrollment period of July 1, - August 1, 2015.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson, and Mordini | Nays: None

9. Consider motion to approve the amended Council iPad.

Postponed and moved to the next agenda on July 13, 2015.

10. Consider motion to approve the Purchase of a Server for Polk City, entering into a Master Service Agreement with Alliance Technologies in the amount of not to exceed \$20,000 for Fiscal Year 2015-2016.

Motion & Second: A motion was made by Lane and seconded by Mordini to approve the Purchase of a Server for Polk City, entering into a Master Service Agreement with Alliance Technologies in the amount of not to exceed \$20,000 for Fiscal Year 2015-2016.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson, and Mordini | Nays: None

11. Consider motion to approve Resolution 2015-51 calling for a Public Hearing on July 13, 2015, at 6:30 pm for the Vacation of Certain Easements in now known as Bridgeview Plat 1.

Motion & Second: A motion was made by Anderson and seconded by Lane to approve Resolution 2015-51 calling for a Public Hearing on July 13, 2015, at 6:30 pm for the Vacation of Certain Easements in now known as Bridgeview Plat 1.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson, and Mordini | Nays: None

12. Consider motion to approve construction drawings for Lost Lake Plat 2.

Motion & Second: A motion was made by Mordini and seconded by Lane to approve the construction drawings for Lost Lake Plat 2.

Motion Carried Unanimously: Ayes: Lane, Sarchet, Anderson, and Mordini | Nays: None

13. Review of Home Service for Water Line & Sewer/Septic Line Coverage & Optional Staff Direction for next step.

Discussion on item 13; move the process to the next step.

7. **Mayor's Report**

Discussion by Mayor on item 7.

8. **Council Report**

Discussion by Council Members on item 8.

9. **Council Discussion**

Discussion by Council on item 9.

10. **Administrator Report**

Discussion by City Administrator on item 10.

11. **City Reports**

Discussion by City Department Heads on item 11.

12. **Next Meeting Date** – July 13, 2015.

13. **Adjournment** – 8:45 p.m.

Jennifer Ratcliff – City Clerk

Jason Morse, Mayor